

**Enclosure 4**  
**PAST PERFORMANCE INFORMATION QUESTIONNAIRE**

If this form is used and more room is required, you may use the space at the bottom of the second page or continue on a separate sheet.

1. CONTRACT NUMBER \_\_\_\_\_ Award Date \_\_\_\_\_ with (contractor name) \_\_\_\_\_

2. Contracting Activity: (Government or Commercial) \_\_\_\_\_  
(Address) \_\_\_\_\_

3. Contract Dollar Value: \$00.00

4. Points of Contact:

a. Procuring Contracting Officer  
(name) \_\_\_\_\_  
(email) \_\_\_\_\_  
(phone) \_\_\_\_\_  
(FAX) \_\_\_\_\_

b. Current Admin Contracting Officer  
(name) \_\_\_\_\_  
(email) \_\_\_\_\_  
(phone) \_\_\_\_\_  
(FAX) \_\_\_\_\_

c. Gov't Quality Assurance Rep (QAR)  
(name) \_\_\_\_\_  
(email) \_\_\_\_\_  
(phone) \_\_\_\_\_  
(FAX) \_\_\_\_\_

d. Industrial Specialist  
(name) \_\_\_\_\_  
(email) \_\_\_\_\_  
(phone) \_\_\_\_\_  
(FAX) \_\_\_\_\_

e. Other (Private Firm, Company President or other POC)  
(name) \_\_\_\_\_  
(email) \_\_\_\_\_  
(phone) \_\_\_\_\_  
(FAX) \_\_\_\_\_

5. Was the contract terminated or cancelled (in whole or part)? YES or NO If yes, why?

6. Description of Item:

a. Item: \_\_\_\_\_  
b. Part Number: \_\_\_\_\_  
c. NSN: \_\_\_\_\_

7. The following is the contractor's description of the work performed under this contract. Please comment on the accuracy of the information and detail any disagreements. The Government must determine if this description **is relevant** to our solicitation Requirements.

**Contract number and description of work performed.**

**Relevant Contracts: Refer to Enclosure 1 Section L page 1**

9. Were there any instances where quality or schedule requirements were not met? If so, please explain. If not, please state "none".

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10. Delivery Data:

a. Original Delivery Schedule: Start Date: End Date:

b. Revised Delivery Schedule: Start Date: End Date:

(ii) State reason for revision of schedule: \_\_\_\_\_

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c. Contract Delivery Status: Please check proper description

☐ On Time                      ☐ Delinquent                      ☐ Product Delivered and Paper Delay  
☐ Government Caused      ☐ Contractor Caused      ☐ Other/Explain

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d. Contract Delinquency Age Status: Please check proper description

☐ 15-30 Days Delinquent      ☐ 31-60 Days Delinquent  
☐ 61-90 Days Delinquent      ☐ Over 90 Days Delinquent

10. Were there any problems encountered in the performance of the contract, conforming to specifications and to standards of good workmanship that negatively impacted the customer? If so, please describe. In addition, list the Quality Deficiency Report (QDR) number (if applicable) and describe the deficiency, include a description of corrective actions implemented as a result of the problem encountered.

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11. Overall, are there any deficiencies, weakness, or strengths in the contractor's conformance to technical requirements; timeliness of deliveries/performance and quality of performance.

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